



Town Of Amenia

36B MECHANIC STREET, PO BOX 126, AMENIA, NY 12501
TEL: 845-373-8860, x106 FAX: 845-373-9147

REORGANIZATIONAL MEETING

Friday, January 4, 2010
Amenia Town Hall

Supervisor Euvrard called Re-organizational Meeting to order at 7:00pm and read legal notice of publication in Poughkeepsie Journal, dated January 2, 2010.

1. OATHS OF OFFICE

Honorable Norman Moore officiated sworn **Oaths of Office** as follows:

Wayne Euvrard, Town Supervisor, two-year term
Darlene Riemer, Town Councilwoman, four-year term
Victoria Perotti, Town Councilwoman, four-year term
James Devine, Justice, four-year term
Stanley Whitehead, Highway Superintendent, four-year term
Maureen Bonds, Town Clerk, two-year term

2. Salute to the flag was conducted.

Emergency Exits at right of the town board meeting table and at rear of meeting room.

3. ROLL CALL:	Councilwoman Doyle	Present
	Councilwoman Perotti	Present
	Councilwoman Riemer	Present
	Councilman Cayea	Present
	Supervisor Euvrard	Present

Supervisor Euvrard introduced newly-elected **Mike Kelsey-County Legislator**, who congratulated all elected officials and announced that he would be attending future Town of Amenia board meetings.

4. MOTION by S/Euvard to accept **Town of Amenia Rules of Procedure and Procurement Policy**

SECOND: C/Perotti ALL IN FAVOR – AYE MOTION CARRIED

5. MOTION by C/Perotti to establish **Date/Time/Place for scheduled Town Board Meetings**

Workshop Meeting- 2nd Thursday of the month 7:00 P.M.
Regular Meeting – 3rd Thursday of the month 7:00 P.M.
Place: Town Hall – 36B Mechanic Street, Amenia, New York

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

6. MOTION by C/Riemer to establish **officials' salaries as noted:**
Elected Officials' Salaries

Supervisor	\$22,000
Councilmen (4)	\$ 5,700 each
Sole Assessor	\$28,531
Justices (2)	\$16,400 each
Town Clerk	\$28,405
Highway Superintendent	\$55,382

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

7. MOTION by C/Doyle to accept **appointments and salaries as noted:**

A. Bookkeeper – Sherry Johnson	\$29,463 (28.33 hr)
Bank Reconciliation Clerk – Jane Callahan (Bookkeeper office)	\$3,700 (22.28 hr)
Treasurer to Water District- Sherry Johnson	\$3,700 salaried
Clerk to the Water District- Jane Callahan	\$3,700 salaried
Bank Reconciliation Clerk–Jane Callahan(Town Clerk) 5 hr mo)	\$1,260 (21.00 hr)
Attorney for Town – Michael Hayes, Esq.	-General \$150/hour
	-Litigation \$175/hour
Attorney for Old Amenia Landfill – per contract- Kimberlea Rea, Esq.	
Budget Director- Supervisor/Consultant	\$7,000
Assist to Supervisor/Project Administrator-Lana Anguin 40 hr/wk	\$41,496 (19.95 hr)
Assistants Claudia Rinaldi & Dawn Marie Klingner (20 hr/wk)	\$16,640 (16.00 hr)
Planning Board Chairman –William Flood	\$2,500 salaried
Building & Fire Inspector - Mike Segelken (20 hr/wk)	\$30,316 (29.15 hr)
Zoning Administrator –Nancy Brusie (10 hr/wk)	\$15,719.60 (30.23 hr)
Bldg Admin Assistant- Katrina Gore (16 hr/wk)	\$13,728 (16.50 hr)
Videographer – Public Access- Gary Bonds	\$5,665 salaried
Registrar of Vital Statistics – Maureen Bonds \$10 per transaction	\$1,000 max
Town Webmaster – Fred Shakeshaft – per month	\$276 contractual

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

- B. MOTION by C/Cayea to continue with **Natural Water Services, Inc.** to provide water treatment to the Water District. \$30,000 contractual

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

- | | |
|---|---------------------|
| C. Planning Board and ZBA Recording Secretary- Susan Metcalfe | \$16.00 hour |
| Alternate Planning Bd and ZBA Recording Secretary | \$16.00 hour |
| Planning Board Attorney – Michael Hayes, Esq. | \$210.00 hour |
| Assessors Clerk- Donna Morrison | \$13,833 salaried |
| Deputy Town Clerk- Patty Barron (30 hours/week) | \$25,740 (16.50 hr) |
| Deputy Tax Collector-Patty Barron | \$ 4,635 salaried |

SECOND: C/Cayea ALL IN FAVOR – AYE MOTION CARRIED

- | | |
|---|-------------------|
| D. Dog Control Officer- John Tublewicz | \$ 6,762 salaried |
| Custodian Town Rooms- Howard Sigler | \$16.50 hour |
| Town Constables (2) George Wesley, Christopher Klingner | \$16.00 hour |
| Justice Clerk- Maureen Moore, for Hon. Moore | \$15,480 salaried |
| Justice Clerk- Dawn Marie Klingner, for Hon. Devine | \$15,480 salaried |
| Transfer Station Attendant – James Fraleigh (15 hours/wk) | \$ 18.50 hour |
| Transfer Station Attendant – John Culligan (5 hours/wk) | \$ 18.50 hour |
| Mowing of Leedsville Cemetery- George Hoffman | \$75 per mowing |

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

E. HIGHWAY PERSONNEL:

- | | | |
|------------------------------|------------------|--------------|
| Foreman – 40 hours/wk | Andy Wheeler | \$21.90 hour |
| Laborers – 40 hours/wk | Allen Wilber | \$21.40 hour |
| “ | Joseph Whitehead | \$20.90 hour |
| “ | Megan Chamberlin | \$20.40 hour |
| “ | Paul Voorhees | \$19.90 hour |
| Office Manager – 15 hours/wk | Judith Carlson | \$15.00 hour |

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

8. MOTION by C/Doyle to **execute agreement to spend highway funds in 2010.**

SECOND: C/Cayea ALL IN FAVOR – AYE MOTION CARRIED

9. MOTION by C/Riemer to make the following **appointments without salaries:**

A. Deputy Supervisor	Victoria Perotti
B. Town Historian	Arlene Iuliano
C. Deputy Highway Supt.	Andy Wheeler
D. Deputy Zoning Administrator	Lana Anguin
E. Records Management Officer	Maureen Bonds, Town Clerk
F. Damage Control Officer	John Tublewicz
G. ZBA Chairwoman	Judy Velletri
H. Volunteer Assistant Videographer	Marco D'Antonio

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

10. MOTION by S/Euvrard to approve the **One Million Dollar bonding for Town Officials:**

Supervisor and Bookkeeper (each)
Water District Treasurer and Deputy (each)
Project Admin to Pl Bd. & ZBA and two Assistants (each)
Town Clerk and Deputy Clerk (each)
Tax Collector and Deputy (each)
Building Inspector and one Secretary (each)
Zoning Administrator and one Deputy (each)
Justices (2) (each)
Court Clerks (2) (each)
Highway Superintendent and Deputy (each)
Highway Office Manager

SECOND: C/Cayea ALL IN FAVOR – AYE MOTION CARRIED

11. MOTION by C/Perotti to establish **mileage reimbursement at federal rate of \$0.50 mile.**

SECOND: S/Riemer ALL IN FAVOR – AYE MOTION CARRIED

12. MOTION by C/Riemer to **pay bills by resolution:** Utilities, Postage Meter, Copy Machine Maintenance, Rents, Debt Service, Employee Benefits.

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

13. MOTION by C/Doyle to name **M&T Bank Corp.** and **Bank of Millbrook** the official depositories for Town funds.

SECOND: C/Perotti ALL IN FAVOR – AYE MOTION CARRIED

14. MOTION by C/Cayea to designate the **Millerton News** as the official town newspaper.

SECOND: C/Perotti ALL IN FAVOR – AYE MOTION CARRIED

15. MOTION by S/Euvrard to authorize **all boards to use tape recorders for aid with minutes with the understanding that the tape does not replace minutes.**

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

16. MOTION by C/Perotti to appoint **Wayne Euvrard, Supervisor** with a Town Board Member as **alternate** to represent the Town of Amenia at the Association of Towns Meeting in NYC in February. **Deputy Supervisor Perotti named as Alternate.**

SECOND: C/Riemer ALL IN FAVOR – AYE MOTION CARRIED

17. MOTION by C/Doyle to accept **Town Board Auditors as noted:**

General Fund	C/ Perotti & C/ Doyle
Highway Fund	C/ Cayea & C/Riemer
Water District	C/ Cayea & C/Riemer

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

18. MOTION by C/Cayea to accept **Town Board appointments to standing committees as noted:**

Recreation	C/ Perotti & C/Riemer
Amenia Housing (formerly Affordable Housing)	C/Doyle & C/Riemer
Wastewater	C/Cayea & C/Riemer
Enhancement	C/Perotti & C/Doyle
Conservation Advisory Council	C/Doyle & C/Cayea
Emergency Response/Safety	C/Perotti & C/Cayea
Ethics	C/Perotti & C/Riemer
Fountain Square	C/Doyle & C/Riemer
Holiday of Lights	C/Doyle & C/Perotti
Finance Committee (temporary)	C/Doyle & C/Perotti
Water District Committee	C/Doyle & C/Cayea
Alternate to all Standing Committees	S/ Euvrard

SECOND: C/Perotti ALL IN FAVOR – AYE MOTION CARRIED

19. MOTION by S/Euvrard to designate **Emergency Interim Successors** (3) for Dutchess County Emergency Response.

Council Members: Victoria Perotti, Norman Cayea, and Darlene Riemer

SECOND: C/Cayea ALL IN FAVOR – AYE MOTION CARRIED

20. MOTION by C/Perotti to authorize the Supervisor's Bookkeeper to do pre-audit functions vouchers including math accuracy, checking for sales slips, delivery slips, and paid bills signed by municipal employee receiving goods.

SECOND: C/Riemer ALL IN FAVOR – AYE MOTION CARRIED

21. MOTION by C/Riemer to authorize that checks may be signed for the Supervisor by a device commonly known as a check signer.

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

22. MOTION by C/Doyle to authorize a charge of \$20 on each check tendered as payment and returned for insufficient funds including lost payroll checks.

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

23. MOTION by C/Cayea to authorize the Supervisor's bookkeeper to make certificate of deposit investments of available funds.

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

24. MOTION by S/Euvrard that the Town Board audit town officers' financial records by 1/20/10 per Town Law 123 and designate town board auditors.

Town Court – (2) Justices	C/Cayea & C/Doyle
Chief Fiscal Officer	C/Perotti & C/Doyle
Town Clerk's Office	C/Cayea & C/Riemer
Tax Collector	C/Perotti & C/Riemer

SECOND: C/Perotti ALL IN FAVOR – AYE MOTION CARRIED

25. MOTION by C/Perotti that monthly bank reconciliations of Town Clerk funds and quarterly bank reconciliations of all funds be made by an outside party.

SECOND: C/Riemer ALL IN FAVOR – AYE MOTION CARRIED

26. MOTION by C/Riemer that monthly budget reports be distributed to all department heads by Bookkeeper.

SECOND: C/Doyle ALL IN FAVOR – AYE MOTION CARRIED

27. MOTION by C/Doyle that the Town Board has the responsibility to authorize the attendance of all officers and employees at conferences and training sessions as specifically required as per General Municipal Law 77-b.

SECOND: C/Cayea ALL IN FAVOR – AYE MOTION CARRIED

28. MOTION by C/Cayea to accept 2010 schedules for the Zoning Board of Appeals and the Planning Board.

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

29. MOTION by S/Euvrard to APPOINT / RE-APPOINT the following members to Committees/Boards:

Anthony Robustelli	Planning Board - 7 year term
Lawrence Moore	Zoning Board of Appeals – 5 year term
-----	Amenia Housing Board – 6 year term (12/31/15)
Charlotte Murphy	Ethics Committee – 5 year term

Conservation Advisory Council

David Reagon – Chair
Arlene Iuliano
Elizabeth Whaley
Mark Doyle
Maryanne Pitts
Roger Russell
Michael Peek

Wastewater

Janet Reagon – Chair
William Flood
Anthony Robustelli
Allison Hale
Brad Rebillard
Martin Grossman
William Carroll

Water District Committee

May Jones – Chair
William Carroll
A.J. Hayes
Martin Grossman
John Kelleher
Marco D'Antonio

Fountain Square Committee

Herb Eschbach

Enhancement Committee

Diana King
Marilyn Noe

SECOND: C/Perotti ALL IN FAVOR – AYE MOTION CARRIED

30. MOTION by C/Perotti to appoint **Sedore & Company** (Linda Hannigan) as CPA support.

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

31. MOTION by C/Rierner to continue **investments with New York Class Municipal Investors Corporation (MBIA).**

SECOND: S/Euvrard ALL IN FAVOR – AYE MOTION CARRIED

32. MOTION to execute **Resolution #1 of 2010**

RESOLUTION #1 OF 2010

AUTHORIZING CONSTABLES TO CARRY FIREARMS AS IDENTIFIED WHILE CARRYING OUT OFFICIAL DUTIES.

George Wesley	Smith & Wesson .40 Ca
Christopher Klingner	Smith & Wesson 38 357 revolver

MOTION made by Councilwoman Doyle, SECOND by Councilwoman Perotti that was;
ADOPTED – VOTE

ROLL:	Councilman Cayea	Aye
	Councilwoman Riemer	Aye
	Councilwoman Perotti	Aye
	Councilwoman Doyle	Aye
	Supervisor Euvrard	Aye

Supervisor's Report

Work activity log must be maintained by elected town officials that are enrolled in the NYS Retirement System. Appointed employees/members submit time cards to bookkeeper.

33. Supervisor's 2010 Goals

- . Work together for the betterment of the town
- . Work to acquire new land for Highway Garage
- . Work with task force to acquire new town hall by summer 2010
- . Need more commercial growth to broaden our tax base
- . Work with Wastewater Committee to move sewer project forward
- . Will continue to keep a watchful eye on the budget and control spending

Supervisor Euvrard thanked all town employees and volunteers for their hard work.

34. Town Board Goals

Councilwoman Perotti

- . Fiscal efficiency – implement Enhanced Business Systems by April 2010
- . Implement BAS utility system for more efficient tracking/water billing & future sewer
- . Stimulate downtown hamlet re-vitalization – marketing strategy

Councilwoman Riemer

- . Very pleased to serve as town board member
- . Invite input from the community for ideas to improve our downtown area
- . Utilize our developers for improvement to our community

Town Board Goals (cont'd)

Councilman Cayea

- . Improve water billing system.

Councilwoman Doyle

- . Extending the Harlem Valley Rail Trail
- . Work on outstanding Zoning issues
- . Continue Dance Program with additional funding
- . Fountain Square safety issues need to be resolved
- . Pedestrian Ramp – obtain permits and matching funds

Town Clerk

Maureen Bonds stated that she is looking forward to serving her second term.

- . Invites comments or ideas from the community and will continue to offer services as a volunteer to our residents.

35. NO PUBLIC COMMENT

36. MOTION by Supervisor Euvrard, SECONDED by Councilman Cayea to ADJOURN Re-organizational Meeting at 7:40 pm with motion carried unanimously.

Respectfully submitted:

Maureen Bonds
Amenia Town Clerk

Draft to Town Board: January 19, 2010
Approved by Town Board: January 21, 2010